

Board of Directors Executive Committee Meeting Agenda

JANUARY 23, 2025 • 2:30 – 3:00 P.M. ET

MEETING LINK: [Join Webinar](#)

CALL IN: [850-629-7293](#) ID: [865 484 115#](#)

Chair's Welcome & Remarks

Stephanie Smith

Action Item

Victoria Gaitanis

1. Determination on Appeals of Credentials Review Committee Actions
 - Certified Fiber Optic Specialist, Testing (CFOS/T)
 - Certified Fiber Optics Splicing Specialist (CFOS/S)
 - Certified Fiber Optics Technician (CFOT)
 - Collaborative Action Robotics Occupational Learning 4.0 (CAROL 4.0)
 - Intuit Personal Finance
 - Certified Veterinary Assistant (CVA)
 - Culinary Foundations
 - Certified Electrical Apprenticeship – Level One
 - Center for Financial Responsibility Personal Financial Literacy Certification

Open Discussion/Public Comment

Closing Remarks

Stephanie Smith

UPCOMING MEETINGS

Joint Strategic Policy and Performance and Finance Council Meeting | February 19, 10:00 a.m. – 12:00 p.m., Tallahassee

Board of Directors Meeting | February 20, 9:00 a.m. – 12:00 p.m., Tallahassee

Action Item 1

Approved _____
Disapproved _____

Action Item 1

Determination on Appeal of Credentials Review Committee Actions

Pursuant to Chapter 445.004(4)(h), Florida Statutes, and the Reimagining Education and Career Help (REACH) Act, the CareerSource Florida Board of Directors appoints the Florida Credentials Review Committee to identify nondegree credentials and degree credentials of value for approval by the state workforce development board and inclusion on the state's Master Credentials List. The Credentials Review Committee acts as an advisory committee or similar group created by CareerSource Florida.

The Credentials Review Committee established a definition for credentials of value and, in alignment with federally funded workforce accountability requirements, created a Framework of Quality that undergoes a biennial review. The Credentials Review Committee developed a Master Credentials List and a process for the quarterly review and approval of credential applications. The Master Credentials List serves as the basis for the Florida Department of Education's Career and Professional Education (CAPE) Act Industry Certification Funding List. Applicants seeking eligibility for CAPE Act funding for secondary and postsecondary industry certifications must submit a Master Credentials List application. The submission must meet both CAPE eligibility criteria – as set forth in Rule 6A-6.0576, Florida Administrative Code & Florida Administrative Register – and standards defined in the Framework of Quality. Certifications that are added to the 2024-2025 Master Credentials list are also added to the 2024-2025 CAPE Industry Certification Funding List.

At the December 4, 2024, Credentials Review Committee meeting, the committee approved the 2024-2025 Master Credentials list. Subsequent to the decisions of the Credentials Review Committee, CareerSource Florida received valid appeals within the required timeframe regarding the denials for nine (9) of the received credential applications listed below.

1. **Certified Fiber Optic Specialist (three):**
 - a. **Testing (CFOS/t)**
 - b. **Splicing Specialist (CFOS/S)**
 - c. **Technician (CFOT)**
2. **Collaborative Action Robotics Occupational Learning 4.0 (CAROL 4.0)**
3. **Intuit Personal Finance**
4. **Certified Veterinary Assistant (CVA)**
5. **Culinary Foundations**
6. **Mike Holt Certified Electrical Apprenticeship – Level One**

7. Center for Financial Responsibility Personal Financial Literacy Certification

Upon receipt of the appeals, the joint review team, composed of staff from CareerSource Florida, the Department of Education, and FloridaCommerce, reviewed the appeals and recommended the following actions:

Three **(3) Certified Fiber Optic credentials (Testing, Splicing Specialist and Technician)** submitted by College of Central Florida; the joint review team reviewed all materials submitted as part of the appeal. The joint review team determined the documentation submitted for this appeal is responsive and meets the Framework of Quality established by the Credentials Review Committee and recommends these credentials for inclusion on the Master Credentials List.

The **Collaborative Action Robotics Occupational Learning 4.0 (CAROL 4.0)** credential submitted by the Manatee County School District; the joint review team reviewed all materials submitted as part of the appeal. The joint review team determined the documentation submitted for this appeal is responsive and meets the Framework of Quality established by the Credentials Review Committee and recommends these credentials for inclusion on the Master Credentials List.

For the **Intuit Personal Finance** credential, an appeal was received from the Broward School District. After additional review, the joint review determined the documentation submitted for this appeal is responsive and therefore this credential aligns to a Standard Occupation Code (SOC) that meets wage and demand criteria established in the Framework of Quality adopted by the Credentials Review Committee.

The **Certified Veterinary Assistant (CVA)** credential was submitted by the Lee County School District and the joint review determined the documentation submitted for this appeal did not meet the requirements for wage consistent with Section 445.004(4)(c), F.S. and the Framework of Quality adopted by the Credentials Review Committee. The decision of the Credentials Review Committee should be upheld.

The **Culinary Foundations (World Association of Master Chefs)** was submitted by the Osceola School District, the Broward County School District, CareerSource Palm Beach County, and the Miami-Dade County School District. The decision of the Credentials Review Committee was appealed by the Osceola County School District.

While the certification is endorsed by the World Association of Master Chefs, the joint review determined the documentation submitted for this appeal for the proposed credential does not meet requirements as a credential of value consistent with Section 445.004(3), F.S., and the Framework of Quality adopted by the Credentials Review Committee. In addition, the submitter of this credential applied as a Career and Professional Education Act (CAPE) industry Certification, a subcategory of industry certification, and the credential does not meet requirements in that sub-category.

The decisions of the Credentials Review Committee relating to this credential should be upheld.

For the **Mike Holt Certified Electrical Apprenticeship – Level One**, a valid appeal was received from CareerSource Suncoast. The joint review determined the documentation submitted for this appeal for this proposed credential did not meet requirements as a credential of value consistent with Section 445.004(3), F.S., and the Framework of Quality adopted by the Credentials Review Committee. In addition, this credential was submitted for CAPE industry funding and does not meet the requirements of that sub-category.

The decisions of the Credentials Review Committee relating to this credential should be upheld.

The **Center for Financial Responsibility Personal Financial Literacy Certification** credential was submitted by a representative of a certifying agency with support from the Santa Rosa County School District. It is notable this credential has been submitted previously and that certifying agencies are not valid submitters.

An appeal of the decisions of the Credentials Review Committee was received from the Santa Rosa County School District. Upon review of the assertions in the appeal, it is the recommendation of the review team that the decisions of the Credentials Review Committee relating to this credential be upheld.

Approval of five appeals will result in full approval of the following credentials on the 2024-2025 Master Credentials List:

- 293 degree credentials
- 841 non-degree credentials
- 564 industry certifications
- 582 registered apprenticeships
- 42 K-8 Cape digital tools

Credential submitters including those whose appeals are denied, are encouraged to work with school districts, local workforce development boards, and other stakeholders to resolve deficiencies and re-submit credentials for consideration by the Credentials Review Committee.

FOR CONSIDERATION

- **Approval of the appeal of the College of Central Florida and approve the following credentials for inclusion on the Master Credentials List:**
 - **Certified Fiber Optic Specialist, Testing (CFOS/T)**
 - **Certified Fiber Optics Splicing Specialist (CFOS/S)**
 - **Certified Fiber Optics Technician (CFOT)**

- **Approval of the appeal of the Manatee County School District and approve the following credential for inclusion on the Master Credentials List:**
 - **Collaborative Action Robotics Occupational Learning 4.0 (CAROL 4.0)**
- **Approval of the appeal of the Broward County School District and approve the following credential for inclusion on the Master Credentials List:**
 - **Intuit Personal Finance**
- **Denial of the appeal of the Lee County School District and uphold the decisions of the Credentials Review Committee for the following credential:**
 - **Certified Veterinary Assistant (CVA)**
- **Denial of the appeal of the Osceola School District and uphold the decisions of the Credentials Review Committee for the following credential:**
 - **Culinary Foundations**
- **Denial of the appeal of CareerSource Suncoast and uphold the decisions of the Credentials Review Committee for the following credential:**
 - **Mike Holt Certified Electrical Apprenticeship – Level One**
- **Denial of the appeal of the Marion County School District and uphold the decisions of the Credentials Review Committee for the following credential:**
 - **Center for Financial Responsibility Personal Financial Literacy Certification**

ATTACHMENTS

- [Framework of Quality](#)
- [Credential applications and appeals for:](#)
 - Certified Fiber Optic Specialist, Testing (CFOS/T)
 - Certified Fiber Optics Splicing Specialist (CFOS/S)
 - Certified Fiber Optics Technician (CFOT)
 - Collaborative Action Robotics Occupational Learning 4.0 (CAROL 4.0)
 - Intuit Personal Finance
 - Certified Veterinary Assistant (CVA)
 - Culinary Foundations
 - Mike Holt Certified Electrical Apprenticeship – Level One
 - Center for Financial Responsibility Personal Financial Literacy Certification